

Approved Revisions Noted in Yellow – 12-6-2017

FACULTY SENATE MEETING

November 1, 2017

1. Call to Order

CHAIR MARCO VALTORTA (Computer Science and Engineering) - called the meeting to order.

2. Approval of Minutes

The first item on the agenda is corrections to and approval of minutes. Due to travel, the Provost could not review her report in time, therefore the Chair moved to delay, without objection, the approval of the minutes for the previous meeting, October 4th, until the December meeting, so that the Provost has an opportunity to review and revise her report. There were no objections.

3. Invited Guests

CHAIR VALTORTA introduced the first guest, Deborah Beck, Executive Director of Student Services and Healthy Carolina. She is an Associate Professor in Health Services and part of Policy Management in the Arnold School of Public Health and she's accompanied by Rebecca Caldwell who is in charge of faculty, staff wellness initiatives and can address questions about that topic.

Dr. Deborah Beck was appointed as the Executive Director of Student Services at the University of South Carolina on February 15, 2006. She has more than 30 years of progressive experience as a Health Care Clinician Educator and administrator in higher education.

The Center for Health and Wellbeing opened in July 2017, as a gold LEED building that incorporates comprehensive health care with mental health services, prevention, and education. Dr. Beck was invited to talk about this new facility and the services that it offers.

GUEST DEBORAH BECK, Executive Director of Student Health Services & Healthy Carolina-invited everyone to stop by the new facility and tour the building. She was asked to give an overview of what services were available for students both from a physical and mental aspect, as well as what's available for faculty and staff.

The mission of Student Health Services is to provide the highest quality care that's very comprehensive to improve academic success. What makes them unique is that they want to support faculty and students so that they too can be very successful.

One of the ways that they do that is by using a holistic approach. The building opened up in July of 2017 and 10 days later it was reaccredited as a Patient-Centered Medical Home. That's something that they were first accredited in 2014, which is a more comprehensive integrated approach to how they provide the care.

The building is a fully gold LEED-certified building. It has variety of different colors and graphics throughout the building that emphasize wellness and prevention and that holistic integrated approach. All of the colors, all of the glass, everything about the building was very intentional and it is designed to decrease stress and anxiety and to promote healing.

Student Health Services exists to provide the highest care possible and also to be part of the retention of faculty, staff and students. They want parents and everyone to know that USC has one of the most comprehensive health centers. The University of South Carolina is known nationwide for having a very comprehensive health center and especially for their approach to wellness on campus.

There are about 180 staff members and 15 board certified physicians on staff in a variety of different specialties. They do require all of their physicians to be board certified in some specialty and they have 12 nurse practitioners/physician assistants and 29 licensed psychologists. Student Health Services is in the top 10% in the country of student health centers for the number of psychologists and especially psychiatrists that they employ at the health center.

They also have a care team model, so part of their holistic approach is when a student comes in and they are feeling ill they are assigned to a care team. When students are admitted to school they are all automatically assigned to a care team and the care teams are named after trees so it's Magnolia, Oak, Dogwood, and Pine. So if a new student gets assigned to the Magnolia team he or she will be in that team the entire time that they're here and if Dr. Mackenzie is their physician he's going to be their physician the entire four years. He has other nurse practitioners and physician assistants on that care team to help support him as well as a case manager and their nurses, so it just improves that continuity of care. When they had their accreditation site visit back in August, that was one main thing that they wanted to look at is that they had that relationship with the student and with their providers and that continuity of care was carried on between the Center, their community and so on.

There is a list on the website of the services that they offer (sa.sc.edu/shs). They do have Primary Care, which is where most of their medical services take place. There's 32 exam rooms in this area and they see about 175 patients a day in this area. They also have Women's Health, with 16 exam rooms. They do comprehensive women's care from paps, well woman visits and so on. The one thing that they've added into their primary care and women's health clinics is they do have a counselor, so they do a screenings of patients when they come in for depression; it's called the PHQ-9 screening. If the patient scores at a cut score level, they automatically hand them off to that counsellor that's actually within the health clinics. Student Health Services is adding a clinical pharmacist help regulate medications as well.

For Counseling and Psychiatry, they have 29 licensed psychologists and many services for students to be able to walk in it in at any point in time and be triaged and get the help that they need. They do have lab, X-ray, pharmacy, physical therapy, and sexual assault violence intervention and prevention, which provides advocacy for anyone who is a person of interpersonal violence or sexual assault.

Student Health Services also has nutritional counseling. One of the things that make their primary care and their patient center medical home unique is when a patient does come in, it's not just about what they're there for but it's about their prevention and education, and often we'll hand them off to Dr. Caldwell's department who may address nutrition, exercise, or whatever the integrated prevention and wellness approach may be appropriate for them.

There is a mental health and trauma response team that is available 24/7 for whenever there is a trauma or an emergency on campus. Student Health Services helps with the public health emergencies on campus and would be the place who would do the H1N1 and the Ebola and the planning on the campus from that perspective or any other emergency. Usually when the university is closed, they're open. The health center is kept open and has extended hours during times of emergency so that they can provide that assistance.

In the spring it will offer a vision care center so they will be able to do contact lenses, eyeglasses, simple eye exams, and some minor eye injuries. They will not be doing any Lasik surgeries or anything like that but it will be open in the spring and that will also be available for faculty and staff as well.

The lab is accredited, and the counseling center is also accredited as an A.P.A. training facility. In all of these accreditations, they are ranked at the top in the country based on their services and what they provide to their students.

GUEST DR. REBECCA CALDWELL - spoke on mental health services. If faculty have concerns about a student, they are welcome to contact Counseling services. This service, which is called Community Consultation & Intervention, allows faculty to share a concern about a student. They're happy to speak with faculty, troubleshoot, give some suggestions or possibly say "let's make a plan to get this student over here."

Students are welcome to walk into counseling services every day. People who walk in will be triaged and worked in and seen that day; they will create a care plan from there. They encourage faculty members to tell students about the resources that they have on campus and to normalize that taking care of your mental health is a natural part of the college experience and that seeking services when you have concerns is normal and acceptable and a really important part of becoming a holistically well student here at USC.

The Center offers training that is available to faculty and staff, including suicide prevention gatekeeper training that's offered twice a month and on demand, and a mental health liaison program on how to respond to students in crisis and effectively get them to services. They have an online training (kognitocampus.com) to recognize signs of distress; it's designed for students but lots of faculty and staff have taken it. It's an opportunity to recognize signs of distress and actually practice some kind of low risk interventions to just say to somebody, "I've noticed that something's different, something's changed, I've got some concerns, can I tell you a little bit about some other resources that they have available", etc. National attention is focused on college students' mental health and there is starting to be some really good conversation about the mental health of the faculty and staff as well. USC has an employee assistance program (mygroup.com), as well as mental health benefits as part of the State Health Plan.

USC has been one of the national leaders in American College Health Associations' Healthy Campus movement for over 12 years. They have used the phrase "Healthy Carolina" to talk about their overarching programs that examine the campus environment and how our programs, policies, services and even built environment make this a healthy place to live, work, learn and play. Both their extensive staff in healthy campus initiatives as well as their coalitions of all types which address issues like walkability of campus, healthy food choices, health literacy and so forth, are working daily to try to advance some of the ways that USC can be one of the healthiest campuses in the country.

Student Health Services has received citations for the work that they have done. They're a Jed campus, which means that they are devoted to the best national model for campus mental health, several awards as a healthy work place, bike friendly campuses and so forth, and their policy work in environmental management as a campus has been nationally recognized repeatedly. The vision of a Healthy Carolina means that Student Health Services serves faculty and staff in a lot of ways. Faculty can use their ancillary services in the Center for Health and Well-being, such as their lab, their pharmacy, their X-ray, and their allergy, immunization and travel clinic, including their flu vaccine clinic.

Faculty and staff are part of the group that the Center serves through SAVIP, the Sexual Assault Violence Intervention and Prevention program. They offer the same 24/7 advocacy to faculty and staff that they do to the student body when these issues arrive.

In the new building is the *C.A.L.M. (Carolínians Actively Living Mindfully) Oasis*, which is a meditation and mindfulness space. It has daily guided meditation that anyone is welcome at, as well as hours of open time daily to utilize for mindfulness, meditation, prayer or other things along those lines.

The Center has health coaches for faculty and staff through their Gamecocks Live Well office. The most common things people go to them about are stress management, weight management, increasing physical activity or quitting tobacco. They offer individual or small group experiences. USC also has the weekly farmer's market on Greene Street. The Center has a beautiful demo kitchen in the new building and they offer cooking classes for faculty and staff there as well as their students. There's also a parent and kinship care network that's an expansion of some of their previous lactation support initiatives to now be very inclusive of anyone who is involved in the life of a child, pre-birth up to age four, whether a parent, grandparent, caretaker, or family member of any kind. It offers learning experiences as well as just networking opportunities. Students, faculty and staff have access to the Blatt PE Center for free and for a very low cost, access to the Strom Wellness Center, so there's a lot of great ways to be healthy at Carolina including a number of services that they offer.

Regular operating hours are 8:00am to 5:00 pm during the academic semester, 8:30am to 4:30pm during the holidays. Counseling services does offer extended hours 8:00am to 6:30pm on Monday through Thursday and they have Sunday clinics that serve both physical and mental health concerns Sunday afternoons 2pm to 8pm.

Question: Can faculty and staff use Student Health Services for their own medical concerns?

GUEST CALDWELL- They have been looking at a long term solution about providing urgent care for faculty and staff and unfortunately due to the size of the building and the capacity they've not been able to work that out, but it's in their future plans. They're not exactly sure how long in the long term future but they would like to offer that.

Question: Can a student who need medication for depression be served at Student Health? (paraphrase)

GUEST CALDWELL- We have four board certified psychiatrists on staff as well as a mental health nurse practitioner and a mental health physician assistant so they do manage medications. One of the things that they don't do is manage stimulants for ADD/ADHD without official testing that the patient had within the last three or five years that they've actually been diagnosed with ADD and ADHD. If that's the case then they will start and manage that medication, but often times they'll have students come in to ask for that medication or ask them to refill it and their policy is not to do that until they're actually screened effectively. It's their way to help control the potential abuse and the opioid crisis.

Question: Can graduate students use the health center?

GUEST CALDWELL-It's available for any student who is registered at one hour or more.

CHAIR VALTORTA introduced the next guest, Ombudsman JIM AUGUSTINE.

GUEST JIM AUGUSTINE- This annual report marks the completion of his 11th year as university ombudsman. He was hired in 2006 and operates under principals of the International Ombudsman Association. They have standards of practice and a code of ethics, and he seeks to operate under that umbrella. Basically, he is an independent, informal, neutral, and confidential resource. If faculty come and talk to him then that is a confidential conversation. He doesn't share that conversation with anybody without the faculty member's permission. If some wants him to talk to someone else or to intercede on their behalf or get involved in a conversation with others involved in a particular conflict or concern, he does that only with the permission of all parties involved.

He basically listens and helps identify a range of available options but the choice of pursuing those options is up to the visitor who comes to talk to him.

Sometimes he works to help facilitate communication, to help in working out agreements between various parties, but basically the end result is that whatever choice or option is pursued is up to the individual. He doesn't make decisions for others, offer legal advice or psychological counseling. He doesn't participate in formal processes. He's not an agent of notice for the university and is not an advocate for any individual who comes to talk to him because often he ends up talking to both parties.

Over the years the International Ombudsman Association has developed a uniform data reporting system for the kinds of issues that he might deal with. This provides a template for reporting data from year to year. It also helps him identify trends and personal development needs that he might

have to pursue. There 9 uniform reporting categories that IOA has established. He showed a brief summary of the kinds of issues that come under each reporting category but each of these can be expanded greatly. On the University Ombudsman website [<http://www.sc.edu/ombuds/>] is a copy of these reporting categories and his annual reports over past 11 years with a year by year summary of the faculty concerns he has seen. Using these reporting categories and the annual reports, data can be compared consistently from year to year.

In 2016-2017 the University of South Carolina saw 45 faculty members. In the 11 years that he's been doing this he's talked to 550 individual faculty members about various concerns and conflicts. His report shows what categories these individuals were allocated to and it gives some idea of the kinds of problems that he sees on a year to year basis. The most common categories are in evaluative relationships and over these 11 years that's taken up more than 25% of the visitors that he has seen.

He sees an average of 50 visitors per year. He's done a Study of Carnegie Foundation tier one institutions whose ombuds offices publish annual reports; the average is about 53 visitors per year.

He serves the Columbia campus as well as the 4-year campuses and the Palmetto college campuses. Last fall USC Upstate appointed their own ombudsman and she is a distinguished Professor Emeritus of Criminal Justice. The division of Student Affairs has a student ombudsman person who is Lisa Jerald and she deals with these matters. A number of years ago the graduate school appointed Dale Moore as ombudsman for graduate students and a few years ago USC established the Office of the Faculty Civility Advocate and that individual is charged with resolving complaints of workplace bullying.

AUGUSTINE discourage receiving detailed e-mails, since they may be subject to legal requests. He keeps no records containing identifying information regarding faculty matters that are brought to his attention. Each week he shreds all notes and papers that may be sent to him by his ombuds visitors.

The University Ombudsman can be reached by phone at 216-3504 or email at aug@sc.edu . More information is available online at the ombuds website: www.sc.edu/ombuds/ If you as a faculty member have a conflict or concern related to another faculty member you may call him and arrange to meet him in person to discuss that conflict or concern.

4. Reports of Faculty Committees

a. Senate Steering Committee, Elizabeth West, Secretary

SECRETARY ELIZABETH WEST- The Honorary Degrees Committee has a vacancy that ends in August 2018; since that vacancy is less than a year the Steering Committee can appoint a volunteer to the committee without having to present them for election. Faculty who want to volunteer should contact her. The Senate Steering committee has appointed Professor Bethany Bell from Social Work to fill a vacancy on the Athletics Advisory committee. That vacancy also ends in August 2018, therefore since it's less than a year the Steering Committee appointed her instead of having to present her for election.

b. Committee on Curricula and Courses, Professor John Gerdes, Chair:

PROFESSOR JOHN GERDES- The Faculty Senate Committee on Curricula and Courses brought forward 109 proposals. There are 73 from the College of Arts and Sciences, 6 from the Moore School of Business, 4 from the College of Engineering and Computing, 1 from the College of Hospitality, Retail and Sport Management, 24 from the College of Information and Communications and 1 from the Palmetto programs, total of 109.

There was no discussion and the motion was approved.

c. Committee on Instructional Development, Professor Michael Weisenberg, Chair:

PROFESSOR MICHAEL WEISENBURG (University Libraries) -The Committee for Instructional Development brought forward three courses for approval for Distributive Education Delivery; one from the College of Arts and Sciences; one from the College of Engineering and Computing and the third from the School of Public Health.

There was no discussion and the motion was approved.

d. Committee on Scholastic Standards and Petitions, Professor Susan Rathbun-Grubb, Chair:

PROFESSOR SUSAN RATHBUN-GRUBB (School of Library and Information Science) – the committee brought forward for approval a proposal to change the threshold Grade Point Average on the Honors List for first year students to match that of all other students.

With the increased number of USC students bringing in AP, IB, and Cambridge exam credits, as well as dual enrollment credit, first-year students are often classified as sophomores after their first semester of enrollment. This has caused frustration for both students and parents who feel that the 3.25 honors threshold should apply to first-year students who are classified as sophomores. This proposal recommends that all students regardless who are student classification (freshman sophomore junior or senior) must achieve a minimum semester G.P.A. of 3.5 to qualify for Dean's honors.

This would be a change to the bulletin:

Dean's honors list a grade point average of 3.50 or higher on a minimum of 12 credited semester hours rather than 3.25.

This was brought forth by the Registrar and the Assistant and Associate Dean's Council. They recommended it and they also looked at the Peer Aspirant and Peer institutions to see if their policies were consistent and they were.

There was no discussion and the motion passed.

e. Faculty Advisory Committee, Professor Bill Sudduth, Co-Chair:

PROFESSOR BILL SUDDUTH (University Libraries) - Last month the Faculty Advisory Committee brought forth a proposal to revise the Rule II of the Faculty Senate. Standing Rules of the Faculty Senate, which of course will require a three-quarters vote of approval.

This has to do with having a policy in case there is a cancelled meeting. The proposed addition reads, “In the event a meeting cannot be held because campus closure or other extenuating circumstances the meeting may be canceled or postponed by the Chair of the Faculty Senate in consultation with the Faculty Senate Steering Committee”.

Second sentence. “If proposed the meeting may be rescheduled within two weeks without the need to republish the agenda or committee reports.”

PROFESSOR JASON O’KANE (Computer Science and Engineering) – found in the proposed change some ambiguity both in this starting date of the two week period and the ending date of the two week period. The proposal as written is unclear about where the two-week period begins at the scheduled meeting time or when the cancellation is announced. The current proposal is ambiguous about when the two-week period ends at the new meeting time or when the new meeting time is announced.

Therefore he moved to amend. Specifically to propose replacing the second sentence of the proposal to read as follows. “If postponed, the meeting may be rescheduled to take place within two weeks of the original meeting date without the need to be republished the agenda or reports.”

CO-CHAIR SUDDUTH – It has been circulated among the committee and was discussed at Steering and frankly they consider this friendly and therefore it's just a clarification. They have no objections.

There being no further discussion the friendly proposal was moved to a vote, seconded, and approved. The modified proposal was moved, seconded and approved.

5. Report of the Officers

PROVOST JOAN GABEL – reported on behalf of the President, who was unable to attend.

Brendan Kelly, Chancellor of USC Upstate had his investiture on October 13th which also marked the university’s 50th the anniversary. Before becoming the Chancellor, Dr. Kelly was the V.P. of Advancement at the University of Western Florida. His background is in Public Relations and Communications. His wife is Dr. Tressa Kelly and they have three children.

On October 25th, Dr. Pastides participated on a panel of South Carolina research university presidents at the SC Biofuel Conference held in Charleston. The topic was “Building a Life Science Fueled Knowledge Economy in South Carolina” and they described what they were doing at USC to tackle health care challenges in the state and in the nation. Dr. Pastides made a very strong case for how life sciences and health sciences have been a core strength for the university for decades.

The president met with Ingenuity South Carolina on October 30th at their annual reception. Ingenuity was launched in 2003 to bring together key leaders in the region to work together on economic development and other ways to make the Midlands more prosperous.

The President reminded faculty that December commencement is exactly 48 days away.

The Provost provided her report. Tonight at six o'clock the Provost Office is hosting the fall Finding Common Ground Diversity and Inclusion Forum at the new Law School. Past forums have dealt with policing and the community, using your unique voice for social change. Tonight they're welcoming back Dr. Kwame Dawes who was once a faculty member at the university. He will be presenting on the life and work of Bob Marley and its significance today.

The unveiling of two plaques commemorating the contributions of enslaved people in the construction and maintenance of the campus will be held on December 5, 2017 at 10 am in Rutledge College on the historic Horseshoe.

In the undergraduate area, all of the major maps for catalog years 2016-17 and 17-18 are complete and are available through a major map repository. This is a layout of the entire program of study for any given major critical courses; suggested sequences; clear paths graduation and vocabulary standard programs. There's an eight-semester template available and they're tracking to post the major maps on the academic bulletin beginning 2018-2019.

This is part of the overall investment in advising that we've made as a university to ensure successful progression towards graduation for students. All efforts by faculty serving as advisors and their partnerships with the professional advising staff is greatly appreciated. There has been a distinct yield in the freshman to sophomore retention in the last couple of years. The four and six year graduation rates have also increased. The first group of students who received professional advising are successfully approaching graduation.

GABEL spoke about the tragedy of the graduate student who committed suicide a few weeks ago on campus. Dr. Addy has been working very closely with Dr. Beck on making sure that the inventory of available mental health services is clearly described to everyone: administration, faculty and of course students. They are working very hard to create mental health awareness and distribute information to the students on a regular basis to encourage them to utilize their services.

The Internal Grants Program announcement is about to go out. The announcement comes a little earlier this year than last year which will give faculty more time. There are a lot of things that the Provost Office does to make things work better and to incrementally improve processes. If they're doing it right faculty shouldn't even realize its happening. Last year the Provost and Cheryl Addy worked on making grants available to non-tenure track faculty, getting the review process streamlined, and making the submission process a little easier.

PROFESSOR MICHY KELLY (Medicine) – asked for more information on improved retention from freshmen to sophomore year.

PROVOST GABEL –They have a university dashboard that measures several key performance indicators, metrics and freshman sophomore retention. They are at about 88.1 or 2% freshman/sophomore retention right now and that puts USC above its aspirants. USC has very good freshman/sophomore retention but they still would like to get better. Their goal in the next strategic planning cycle is to get to a 90% freshman to sophomore retention. That doesn't sound like much improvement but the number of people who have it in the 90's is small and USC wants to be in that company. Where they have more room for improvement is in the degree completion graduation where they've been running at about 73% which is still very high relative to peers. They're not setting an actual operational goal of 100% but they definitely want to get up into the high seventy's incrementally and then bump up into the eighty's. That would put USC in the absolute top in terms of graduation.

UNIDENTIFIED PROFESSOR – (Inaudible)

PROVOST GABEL - They already are. Gabel stated the question was, what their real ROI in cost is. There's no question that it's a real investment to invest in infrastructure and people, to have students' progress successfully from freshman to sophomore year in and through to graduation. There is an irony which is the faster the students' graduate, the less money they pay. That's true but the faster they graduate and the more successful they are upon graduation in terms of placement, the better we do with our mission, so she would call this one a non-fiscal ROI. If students head towards graduation on pace they're more likely to finish. The ones who stay beyond four years are the ones who are more likely to fall off the radar and never graduate and so it affects rankings, it effects satisfaction, it reflects reputation and lessens debt. So they consider that risk of a few semesters of tuitions for the ones who struggle not worth the reward of fulfilling the mission that is the very cornerstone of why they're here.

6. Report of Chair

CHAIR VALTORTA attended the installation of Chancellor Brendan Kelly at USC Upstate in Spartanburg. It was filled with good pageantry, good speeches and hope for the future of this fifty-year old university which includes 6,000 students and is located on a beautiful campus 330 acres in the upstate.

It was especially good to see again the Chair of the Faculty Senate there Professor Hollie Pae and meet Chair-elect Elizabeth Zack. The faculty there is about 500 strong. Holly was an invited guest at the February 7th Senate meeting. I remind the new senators that there is an archive of the streaming videos of Faculty Senate meetings on the Faculty Senate website. Anyone who wants to hear about USC Upstate or any of the other sister and brother of campuses, they have this very nice short but effective presentation all archived within the meetings archive.

Seventy-eight senators attended October 4th meeting and 89 did not. That is about 45% of the senators. Coming after strong participation in September where attendance was approximately 68% this was somewhat disappointing. So please email Valtorta suggestions on ways to improve Senator attendance.

PROFESSOR ABBAS TAVAKOLI (School of Nursing) – (Inaudible) (Summary- School of Nursing reported attendance for senators were not recorded for the October's meeting.)

CHAIR VALTORTA – Asked if it could be corrected.

PARLIAMENTARIAN SUDDUTH – They need to find out why this happened.

CHAIR VALTORTA – asked them to find out what happened and email the Faculty Senate office or officers.

The American Association of University Professors State Conference will take place this Saturday November 4th at the Inn at USC Wyndham Garden on campus. It will start at 8:30 with breakfast at 9:05 and President Pastides will connect via phone to give a 15-minute welcome and address and then there will be working groups on various topics and the meeting will end at 4 pm. If you're a member of the AAUP you should have received notice of this. If you are not a member maybe you can join today and then attend the meeting.

PROFESSOR (UNIDENTIFIED) (Sciences) - Faculty in his department have questions about the recent closure of two parking lots next which are next to the old Law School and Moore buildings and they would like to know where they should go to park.

CHAIR VALTORTA - Parking is an enormous problem. There are various committees working on that, Faculty Welfare, Faculty Budget and the Faculty Advisory Committee. Faculty Welfare is taking the lead and he asked the Faculty Welfare Committee to note your comments and add them to the list of other issues involving parking. It is a complicated matter. It has many sides to it and there is a reason why the Budget Committee is involved too. So I hope to report something better next time.

7. Business.

There was no unfinished business.

8. New Business

There was no new business.

9. Good of the Order

PROFESSOR AUGIE GRANT (Journalism) – An organizing committee has designed a series of events to commemorate Martin Luther King's birthday and his accomplishments around the country. Part of that is going to be the awarding of three awards. One to faculty, one to staff and one to students, recognizing individuals for outstanding contribution in the spirit of Dr. King in social justice. If faculty know anyone who has done either a random act or consistently been doing something in the spirit that Dr. King has given us, please nominate them for the award so they can recognize that work. It should also be noted that all the events commemorating Dr. King are going to take place at the end of the first week of class simply because things are so crowded at the beginning of that week.

10. Adjournment

CHAIR VALTORTA – A motion was made to adjourn and seconded. The next meeting will be December 6, 3:00 p.m., Gambrell Hall 153.